

**CONFIDENTIAL**

23 September 1959

Director of Training

**List of Meetings Necessary to Implement Certain Recommendations  
of IG A&E Survey**

Chief, Assessment and Evaluation Staff

1. Conferences should be set up as soon as possible with those offices and components outside OTR which are the primary consumers of A&E Staff to function effectively. The following appear to be the most essential:

- DTR*
- a. A statement of DD/P requirements for A&E services should be obtained. A general agreement should be reached first at the level of DTR and Chief of Operations, DD/P. Once the requirements are decided at that level, a working group from the two components should write these up in a specific policy and procedure statement to be published in a revision of [ ] General guidelines for DTR's discussion with Chief. One/DDP were worked up in a meeting between [ ] on 17 September. A memorandum has been prepared which summarizes the contents of that meeting.
- b. A conference should be held between DTR and Director of Personnel for the purpose of establishing the general Personnel requirements for A&E services. These should be reflected in a policy statement in a revision of [ ] or in a new AR—this in accordance with the IG recommendation. After general agreement has been reached at this level, a working group from A&E, FPS, and a representative of Director of Personnel's office should be set up to implement whatever action is necessary to reflect the requirements in Agency regulations.
- c. Conferences should take place between OTR and the Medical Staff to discuss areas of mutual interest, cooperation, and possible rotation of personnel. As DTR has suggested, such a meeting might be most meaningfully conducted in the presence of DD/S. Subsequent meetings would be held between individuals of the A&E Staff and the Medical Staff at the working level.
- d. Further conferences should take place between A&E and Gittinger's shop concerning research requirements which OTR will request of TSS [ ] Now that we have a better perspective on what is involved in converting our present research

Document No. *OLL*

NO CHANGE in Class. ☐

☐ DECLASSIFIED

Class. CHANGED TO: TS S *C*

Auth: DEA REG. 4 Apr 77

Date: 10 JAN 78 By [ ]

**CONFIDENTIAL**

program to computer processes, it appears that we will be able to carry on many of the research activities conducted in the past with the very limited staff envisioned for this office by the Inspector General. It has also been established that this type of research which uses data on agency personnel could not be effectively handled by an outside research facility, such as [redacted] originally spoke of. This means that any research requests which we will level upon [redacted] will be research activities of a type which we have not attempted previously. For instance, we would be interested in collecting different types of test data on foreign populations in connection with the [redacted] or in connection with the [redacted]. It is possible that testing data already exists on some of these populations and that it could be collected through [redacted] outfit. Also it is possible they will support a one-year external training program for a member of this staff at the Institute for Personality Assessment Research which is located at the University of California at Berkeley. This would provide us with an individual trained in the most recently developed assessment techniques from the most outstanding institution of this type in the United States. It is difficult to see how we could spare anybody for this purpose at this time, however.

2. The IG's report emphasized the importance of establishing criteria to be used in selection and assessment of individuals for overseas assignments. What other government agencies are doing in this regard could be of interest to OTR. The OCB memorandum dated 30 June 1959, subject "Report on U.S. Personnel Overseas", has several recommendations in its annex concerning the selection programs and validation of same. The report indicates that the following government agencies have in recent months been strengthening their selection programs: NSA, State Department, ICA, USIA, and Department of Defense. It is believed that it would be of value to AAE/OTR to establish liaison contacts with these agencies for the purpose of reviewing their selection programs. In the past we have had a contact with NSA which can easily be reestablished. At one time, [redacted] briefed the Director of Personnel of USIA on our testing and assessment program. This was arranged by [redacted] presently with USIA, formerly with CIA. At that time USIA did not use psychological tests in the selection of personnel. However, it is understood that they do at present. If you concur in our establishing liaison contacts with the government agencies mentioned above, we will proceed with this plan when we have adequate time to do so.